

GOVERNOR'S WORKFORCE BOARD RI EXECUTIVE COMMITTEE

MEETING MINUTES
THURSDAY AUGUST 18, 2016

Committee Members Present: Mike Grey, John Gregory, Martin Trueb, Monica Dzialo,
Robin Coia, Susan Rittscher, Scott Jensen
GWB Staff Present: Heather Hudson, Dan Brown
DLT Staff Present: Sean Fontes, Robert Kalaskowski, Lisa D'Agostino
Location: RI DLT, Conference room 73-2

Call to Order

Chair Grey called the meeting to order at 8:04 a.m.

Approval of Minutes

Chair Grey asked for a motion to approve the minutes of the 6-7-16 Executive Committee meeting.

VOTE: Martin Trueb, moved to approve, seconded by Robin Coia. All were in favor, the motion passed unanimously.

Proposed changes to Committee Structure

Chair Grey asked Heather Hudson, GWB Interim Executive Director to provide an update:

Heather highlighted some key points such as:

- Adjoined GWB Youth Development and GWB Adult Education & Literacy Committee meeting; Robin Coia noted seeing some overlap between the Youth and Adult Committees
- Shifting committees to a more task oriented structure
- Martin Trueb noted an increased interest of the Board to be more data driven
- Chair Grey would like the GWB Strategic Investment Committee to set outcomes and measures according to benchmark data
- Martin Trueb would like to see the committee prioritize opportunities for people to get the skills they need
- Chair Grey noted he is on the Career & Technical Education Board (CTE) and emphasized the focus of the Board to look at the structure of CTE going forward
- Committees had done a lot of great things; need to look at best practices and how this is organized
- Chair Grey noted he sees significant amount of collaboration and tremendous overlap
- H. Hudson announced the Biennial Plan will be completed this year
- National Skills for Youth Committee Evaluation role of the GWB / open to more ways

Heather Hudson, GWB Interim Executive Director noted:

- Amelia Roberts, Assistant Coordinator for Employment and Training Programs is working on the GWB Data / Evaluation & Performance
- Sherri Carello, Coordinator of Employment and Training Programs is working on Youth, Adult Education, and grant programming

Heather noted two positions have been posted for the GWB:

- Coordinator of Employment and Training Programs
- Assistant Chief of Planning

Action Item:

- Heather to put together a draft of each committee structure.
- Heather would like to see a description of the Employer Committee for the Executive Committee's review. Chair Grey stated this was a great idea.

Chair of Strategic Investment & Evaluation

Chair Grey asked DLT General Counsel Sean Fontes to provide a statement of the conflict of interest before the vote. Chair Grey announced John Gregory, President and CEO for Northern RI Chamber of Commerce will be the next Chair of the GWB Strategic Investment & Evaluation Committee. John gracefully accepted. Chair Grey noted John has been great to work with.

Chair Grey asked for a motion to appoint John Gregory as the Chair of the Strategic Investments and Evaluation committee meeting.

VOTE: Robin Coia, moved to approve, seconded by Monica Dzialo. All were in favor, the motion passed unanimously

Review proposed work to be done at September 15th Board Meeting:

Chair Grey asked Lisa D'Agostino, former GWB Interim Executive Director, Deputy Director for the RI Department of Labor & Training to provide an update:

Executive Director Search

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- Interview process has to take place. The Board Chair, Director, and Human Resources will conduct the process for the interview.

Action Item:

- Lisa will send the Executive Director job description to the Executive Committee for review.
- Director Jensen noted the Governor is aware and informed of the hiring process.

Board Retreat

The agenda items will include a summary of Real Jobs RI, a sample of a Real Jobs Partnership dashboard, and the WIOA State Plan.

Director Jensen announced Sue Chomka, Assistant Director for Workforce Development retired, and Sarah Blusiewicz will be the new interim Assistant Director of Workforce Development.

Legislative Changes:

- Heather will send out major changes to the composition of the GWB Board.
- Heather will compile recommended changes. Changes were last made in 2015.
- Heather is working on a presentation of new laws that impact the GWB.

Adjournment

With no further business, Chair Grey asked for a motion to adjourn.

VOTE: Martin Trueb moved to approve, seconded by Monica Dzialo. All were in favor, the motion passed unanimously.

The meeting was adjourned at 8:58 a.m.

Respectfully submitted,

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Chair Grey asked DLT General Counsel Sean Fontes to provide a statement of the conflict of interest before the vote. Chair Grey announced John Gregory, President and CEO for Northern RI Chamber of Commerce will be the next Chair of the GWB Strategic Investment & Evaluation Committee. John gracefully accepted. Chair Grey noted John has been great to work with.

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Adjournment

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VOTE: Martin Trueb moved to approve, seconded by Monica Dzialo. All were in favor, the motion passed unanimously.

The meeting was adjourned at 8:58 a.m.

Respectfully submitted,

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MEETING MINUTES
THURSDAY AUGUST 18, 2016

Committee Members Present: Mike Grey, John Gregory, Martin Trueb, Monica Dzialo,
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- H. Hudson announced the Biennial Plan will be completed this year
- National Skills for Youth Committee Evaluation role of the GWB / open to more ways

Heather Hudson, GWB Interim Executive Director noted:

- Amelia Roberts, Assistant Coordinator for Employment and Training Programs is working on the GWB Data / Evaluation & Performance
- Sherri Carello, Coordinator of Employment and Training Programs is working on Youth, Adult Education, and grant programming

Heather noted two positions have been posted for the GWB:

- Coordinator of Employment and Training Programs
- Assistant Chief of Planning

Action Item:

- Heather to put together a draft of each committee structure.
- Heather would like to see a description of the Employer Committee for the Executive Committee's review. Chair Grey stated this was a great idea.

Chair of Strategic Investment & Evaluation

Chair Grey asked DLT General Counsel Sean Fontes to provide a statement of the conflict of interest before the vote. Chair Grey announced John Gregory, President and CEO for Northern RI Chamber of Commerce will be the next Chair of the GWB Strategic Investment & Evaluation Committee. John gracefully accepted. Chair Grey noted John has been great to work with.

Chair Grey asked for a motion to appoint John Gregory as the Chair of the Strategic Investments and Evaluation committee meeting.

VOTE: Robin Coia, moved to approve, seconded by Monica Dzialo. All were in favor, the motion passed unanimously

Review proposed work to be done at September 15th Board Meeting:

Chair Grey asked Lisa D'Agostino, former GWB Interim Executive Director, Deputy Director for the RI Department of Labor & Training to provide an update:

Executive Director Search

- Former GWB Executive Director Rick Brooks is now the Director of Healthcare Workforce Transformation for the Executive Office of Health & Human Services. This will open the position of the GWB Executive Director.
- Interview process has to take place. The Board Chair, Director, and Human Resources will conduct the process for the interview.

Action Item:

- Lisa will send the Executive Director job description to the Executive Committee for review.
- Director Jensen noted the Governor is aware and informed of the hiring process.

Board Retreat

The agenda items will include a summary of Real Jobs RI, a sample of a Real Jobs Partnership dashboard, and the WIOA State Plan.

Director Jensen announced Sue Chomka, Assistant Director for Workforce Development retired, and Sarah Blusiewicz will be the new interim Assistant Director of Workforce Development.

Legislative Changes:

- Heather will send out major changes to the composition of the GWB Board.
- Heather will compile recommended changes. Changes were last made in 2015.
- Heather is working on a presentation of new laws that impact the GWB.

Adjournment

With no further business, Chair Grey asked for a motion to adjourn.

VOTE: Martin Trueb moved to approve, seconded by Monica Dzialo. All were in favor, the motion passed unanimously.

The meeting was adjourned at 8:58 a.m.

Respectfully submitted,

Dan Brown